

**MOUNTAIN HEIGHTS ACADEMY
BOARD OF TRUSTEES
ANNUAL MEETING MINUTES**

9067 S. 1300 W. #204; West Jordan, UT 84088

Monday, June 2, 2014



ATTENDANCE

Board Meeting called to order at 5:11 PM by Kelley Broadbent.

In Attendance: Jen Christensen, Kelley Broadbent, Bart Barker, David Wiley, Deidre Henderson

Excused: Gwendolyn Smith

Others in Attendance: DeLaina Tonks (Director), Kim Dohrer (AW), Gavin Hutchinson (AW), Kara Finley (AW)

CLOSED SESSION TO DISCUSS PERSONNEL

Bart Barker made a motion to enter a Closed Session to discuss the character, professional competence, or physical or mental health of an individual; Jen Christensen seconded. Motion passed unanimously, the votes were as follows:

Jen Christensen – AYE

Kelley Broadbent – AYE

Bart Barker – AYE

David Wiley – AYE

Deidre Henderson – AYE

Entered Closed Session at 5:11 PM.

Deidre Henderson made a motion to adjourn the Closed Session; David Wiley seconded. Motion passed unanimously, the votes were as follows:

Jen Christensen – AYE

Kelley Broadbent – AYE

Bart Barker – AYE

David Wiley – AYE

Deidre Henderson – AYE

Adjourned Closed Session at 5:39 PM.

CONSENT ITEMS

Board Meeting Minutes

Jen Christensen made a motion to approve the May 5, 2014 Board Meeting Minutes and the May 7, 2014 Board Meeting Minutes; David Wiley seconded. Motion passed unanimously.

New Hires

DeLaina Tonks reviewed the roles of the new personnel for teaching and counseling services.

Bart Barker made a motion to approve the following new hires: Carol Blonquist, Melissa Daley, Cara Fitzpatrick, April Gerber, Emily Tate, Victoria Webb; Deidre Henderson seconded. Motion passed unanimously.

REPORTS

Director Report

DeLaina Tonks discussed the current status of the school. The audit report and current enrollment figures were provided to the Board, as well as expected graduation figures. The end of the year events were discussed as well as a video on the Trailblazer of the Year.

VOTING ITEMS

AdvancED Annual Accreditation Fee up to \$2,500

DeLaina Tonks reviewed the accreditation discussions she has had with AdvancEd.

Bart Barker made a motion to approve the AdvancED Annual Accreditation Fee up to \$2,500 under protest if required; Jen Christensen seconded. Motion passed unanimously.

Office Lease

The Board reviewed the costs of the office space, the new facilities, and the lease as well as the annual rent increase to cover common area maintenance and upgrade costs.

Bart Barker made a motion to approve the Governance Committee to authorize the Office Lease; Deidre Henderson seconded. Motion passed unanimously.

FY 2013-2014 Budget

Bart Barker reviewed the current budget and the anticipated revenues versus expenditures.

Bart Barker made a motion to approve the final amended FY 2013-2014 Budget; Jen Christensen seconded. Motion passed unanimously.

FY 2014-2015 Budget

The upcoming year budget was reviewed. The budget is conservative based on enrollment projections.

David Wiley made a motion to approve the FY 2014-2015 Budget; Deidre Henderson seconded. Motion passed unanimously.

Ratify and Elect Board Members

The Board reviewed the term lengths and officer positions.

Deidre Henderson made a motion to ratify Board Members and elected officers as currently constituted; Jen Christensen seconded. Motion passed unanimously.

Director Employment Agreement and Compensation

David Wiley made a motion to approve the 2014-2015 Director Employment Agreement and Compensation as discussed; Bart Barker seconded. Motion passed unanimously.

Director Evaluation Tool/Job Description and Performance Pay Plan

Jen Christensen made a motion to approve the 2014-2015 Director Evaluation Tool/Job Description and Performance Pay Plan; Deidre Henderson seconded. Motion passed unanimously.

STRATEGIC PLANNING

Baseline Data

DeLaina Tonks reviewed the charter effectiveness goals and how the school is striving to meet the goals. The graduation rates and enrollment goals were reviewed along with how the implemented strategies have impacted the data.

Innovations: Academic Achievement

DeLaina Tonks discussed the technology infrastructure and badging will be integrated next school year and the tech tools open enrollment badges. The League of Innovative schools application was reviewed along with adaptive curriculum. A partnership with another charter school to provide services was considered and will continue to be evaluated to determine if it is sustainable.

BREAK FROM 6:43 PM TO 6:56 PM
TRAINING
Open Meetings Act Training & Scenarios Kim Dohrer reviewed the Utah Open Meeting Act and the standards the Board is required to follow. Electronic meetings, GRAMA documents, purposes for closed sessions, and communication were discussed.
STRATEGIC PLANNING
Five-Year Plan The Board reviewed the 2013-2014 Strategic Plan, timeline, and goals. Goals were reviewed and removed as appropriate. DeLaina Tonks presented on school strategies and the school administrations desire to look at what the school can do to be innovative and help students. OER and curriculum development was assessed for a way to provide a secondary umbrella for consulting and leadership. An Outreach Committee was established to research the feasibility of OER consulting and will report at the August Board Meeting.
CALENDAR ITEMS
Electronic Board Meeting July 7, 2014 at 4:00 PM
ADJOURN
Deidre Henderson made a motion to adjourn the Board Meeting; David Wiley seconded. Motion passed unanimously. Board Meeting adjourned at 8:03 PM.

**MOUNTAIN HEIGHTS ACADEMY
BOARD OF TRUSTEES
CLOSED SESSION**

9067 S. 1300 W. #303; West Jordan, UT 84088

Monday, June 2, 2014

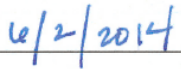


AFFIDAVIT

This Closed Session was held to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(I)(a).



Jen Christensen, Chair



Date